

COMMISSIONERS APPROVAL

GRANDSTAFF *CC*

ROKOSCH *JHR*

THOMPSON *at*

CHILCOTT *g*

DRISCOLL *TD*

PLETTENBERG (Clerk & Recorder)

Members Present..... Commissioner Carlotta Grandstaff,  
Commissioner Jim Rokosch, Commissioner Alan Thompson, Commissioner Greg  
Chilcott and Commissioner Kathleen Driscoll

Date.....September 17, 2008

Minutes: Beth Perkins

► The Board met with the Park Board for a general update. Present were Park Board members Gary Leese, William Delaney, Bob Cron, John Ormiston, Pat Zeiler and Mike Enzler.

Commissioner Grandstaff called the meeting to order.

Gary gave an overview and requested operating funds for the Park Board. He requested direction from the Board regarding the use of cash in lieu funds from subdivisions. He discussed the past contributions to county entities and how 50% of them can be used for maintenance. The cost of developing park land is not anywhere near the cost to maintain.

Gary discussed the recent meeting with Corvallis Civic Club for the maintenance of Woodside Cutoff. He stated he did not see in the agreement with Florence and MDOT for the maintenance of the black top. Commissioner Thompson stated to his understanding, the agreement was for the pathway. John stated the agreement is the County's responsibility for snow plowing. Further discussion followed regarding the agreement with focus on the black top.

Gary stated in the meeting, Tonia Bloom indicated the Corvallis Civic Club did not know where they were at or what was expected from them for the maintenance. Commissioner Thompson stated when the CAC met they talked about making pleasing amenities at each section. He stated with Lolo, there was no maintenance and the shrubbery and flowers died. Maintenance needs to be done. Commissioner Thompson gave further background

with the agreement for the snow plowing in Florence. The question remains how it is going to be maintained.

Commissioner Grandstaff asked about the agreements made with MDOT and if the language is the same in them. Gary replied there is different language in them. Commissioner Grandstaff stated to her understanding, there is a patchwork maintenance scheme. Gary replied yes. Commissioner Grandstaff stated therefore, there is another revenue source needed. She discussed going to the voters for a mill levy. Commissioner Driscoll requested a formal request from the Park Board.

John stated there is a need for a fully funded Parks and Recreation Department. It has been discussed over the past 10 years and the time is now. Gary stated there is a need for organized recreation. He discussed little league and the timeframe. He asked what they could do with 15 ball fields for the summer. He stated there has to be 13 kids for a team and only half show up due to traveling with parents during the summer. There is still a need for the remaining kids who have nothing to do.

Gary gave a review of the Sources for Resources meetings. Bob stated what did come out of it was a good summary of options to fund a park district. He stated he will send the Board a copy of those meeting minutes. Community and park district people favored supporting the individual park districts rather than a countywide one. Commissioner Rokosch stated it is a question for legal counsel. He requested the Park Board gather legal questions and submit them to legal counsel. Gary stated part of the statutes address a park board and part addresses a park commission. That terminology needs to quit being intertwined. The Park Board is an advisory board. John stated the Park Board is under the County Commissioners.

Commissioner Grandstaff stated if this is going to the voters, there is a need to figure out the legal questions for the County Attorney's Office. John stated it is not a path the Park Board wants to take but needs to take. There is no source of revenue for the Park Board yet they are asked to do more and more maintenance. He suggested requesting a two mill levy to start with. There will need to be staff hired for the maintenance. Commissioner Grandstaff stated by June 2010, there is time. William stated the discussion is time. What are we going to do in the meantime for funds? The Park Board does not have the funds. Commissioner Driscoll stated this is not the year. The budget was just passed and reviewed line by line and cut 11.5% in operating ability and there isn't any money. William asked what the Park Board should do when the funds are requested for maintenance. Mike asked about the Stevensville Wye maintenance. William asked when the agreements with MDOT come in for Stevensville, Victor, etc., what do they do? Commissioner Grandstaff asked what is estimated for maintenance of these areas. William replied they don't know yet but they will. Commissioner Grandstaff stated if the decision is going to be to request from the taxpayers a mill, they need to know the cost. Bob stated these projects will be finished this fall and the Park Board can go out and look at what is needed for maintenance. He stated they need to look at the big picture.

Commissioner Rokosch stated the figure is a mill which equals \$70,000. He stated they need to look at a 10 to 20 year plan. In the short term, they need to have some discussions with developing some voluntary agreements for the maintenance. There also needs to be a clear understanding of what exactly needs to be done and how much it is going to cost. Commissioner Chilcott stated there is a Master Plan and tie it into any proposed mill levy. As far as the stop gap, he does not know what the status of the \$28,000 received for maintenance is. Gary replied it is earmarked for Florence snow plowing and it is at \$23,000. Commissioner Chilcott stated in order to be successful for a mill levy they need to make it more desirable and pleasing. He also discussed the weed plan for park land. He suggested having a cooperative agreement with the Weed Department. Gary stated they have had meetings with the Stevensville Main Street Association and park district with no interest in a cooperative agreement. He stated Rick O'Brien has offered his services to help facilitate a meeting for cooperative agreements. Commissioner Rokosch suggested establishing a program similar to the Adopt a Mile program for litter for the maintenance. Commissioner Thompson stated the Board of County Commissioners could get some signs recognizing the maintenance sponsorship such as Corvallis Civic Club. It could provide recognition of the organizations. John stated the initial bid of land maintenance for the Victor section was \$14,000 per year. Further discussion followed to reduce maintenance cost and their plans are not so elaborate now. Mike stated with their attempts to speak to Stevensville there was no desire to work cooperatively. He stated with maintenance and traffic control there are still some fresh wounds with a little girl getting hit. Commissioner Rokosch stated MDOT may have some resources. Commissioner Grandstaff stated there is a general consensus to find funding for the Park Board with requesting a levy in 2010. She requested the Park Board gather legal questions.

► The Board met for a Planning update to include discussion and decision on qualified pool of consultants for subdivision review and discussion and decision on planning department transition plan. Present were Civil Counsel Karen Mahar, Interim Planning Director Renee Lemon, Planners Shaun Morrell, John Lavey, Vanessa Morrell, Jen De Groot and Floodplain Administrator Laura Hendrix.

Renee stated the Staff recommendations for the Planning Department are as follows: Planning Director, Planner II for zoning, Planner II for development review, Floodplain Administrator, Projects Planner, Secretary, Planner I and an Assistant Planner. Commissioner Grandstaff stated she does not see any problems with these recommendations.

Renee discussed Aspen Springs. She stated they would like to put out an RFP for consultants as a back up. She stated she would like Staff to continue with the review since they have already been on it for two years. Karen stated they are supposed to come up with a timeline for the developers. She said Renee had already contacted the developers without a return call. She stated it is looking like sometime next year. Commissioner Grandstaff asked Staff if they felt able to tackle this subdivision. Commissioner Chilcott stated there will need to be a contract for services with Renee for consultant/resource services. Karen stated she would like Renee to continue working on it

because of her knowledge. She stated John will be the new interim director and Renee will continue on a resource basis however, she will have other commitments. She suggested allocating some internal time for John to get familiar with it. John stated being the interim director when Renee leaves, he is hopeful of getting a full time Planning Director on board prior to Aspen Springs. Renee stated best case scenario, Staff will take on Aspen Springs. With having an RFP, there would be back up should Staff get overloaded. She stated WWC and WGM have already done some work.

Vanessa stated the Streamside Setback Committee requested to extend their deadline to the end of October. The issue is allocating Staff time and with the transition plan it would eliminate the Staff report. She proposed those duties be taken on by Commissioners Staff. Commissioner Driscoll requested clarification. Vanessa stated she would be available to answer questions during the transition. Commissioner Grandstaff suggested setting up a Streamside Setback Committee email box for the committee for public comments. Karen questioned the role the Planning Department would still have with the Streamside Setback Committee. Commissioner Chilcott stated Laura Hendrix is an ex-officio member and could be utilized to answer those questions. Commissioner Grandstaff clarified the minutes of these meeting would not be taken by Commissioners Staff. Commissioner Rokosch stated Laura's role in the Committee was to answer those technical questions. Laura replied yes that is correct. Vanessa will identify her tasks for the Commissioners Staff for administrative support. Commissioner Driscoll stated the Board needs to lift some of the burden off the Planning Staff. Vanessa stated she can put together two RCAs. Karen stated there is a legal obligation for the public input. Renee requested clarification for the transition plan.

**Commissioner Chilcott made a motion to adopt the transition plan as long as it is within budgetary constraints. Commissioner Driscoll seconded and all voted 'aye'.**

John stated there are 3 subdivisions in elements review; 23 in sufficiency review; 32 have conditional approval and 5 in final plat stage. John stated Tristan has 10, Randy is reviewing 10, Jen is reviewing 6, and he has 5. When the transition plan comes in it will shift his and Tristan's workload.

Renee reviewed the pool of qualified consultants for subdivision review. She recommended WWC Engineering, WGM Group, and PCI Consulting be added to the consultants pool. **Commissioner Rokosch made a motion to for WWC, WGM and PCI be added to the qualified consultant pool. Commissioner Driscoll seconded the motion.** Discussion: Commissioner Chilcott asked about Territorial Landworks. Renee replied she would not recommend them to be added based on lack of experience. **All voted 'aye'**

**It was the Board's consensus for Renee to issue a RFP for Aspen Springs.**

Shaun discussed the general timeline for the zoning project. He stated they have been working on a phantom timeline with a series of events. He reviewed the events with the Board. He requested the Board's consensus on moving forward. Commissioner Rokosch

expressed his concern with the mapping process and the transition plan. Renee replied it would be up to John for the mapping process. She stated Randy has GIS skills and is interested in the mapping process. Shaun stated there is discussion of outsourcing the mapping process for logistical support. Vanessa stated the challenges have been acting as technical person and facilitator. Commissioner Rokosch stated his concerns with the task of the maps, incorporating public input, and coordinating the input. He sees the professional facilitation as being productive. Shaun stated Staff would attend the meetings but not act as a facilitator.

Renee discussed updating the contract with Clarion. She stated there is about \$15,000 left in CTEP funds. She stated there has been about \$200,000 spent. Commissioner Rokosch asked about the pledged amount from the Bitterroot Resort. Renee replied they did not receive the entire pledged amount. She stated they cannot rely on those funds. She stated Clarion would be able to provide minimal consulting with updating the contract. She stated Staff recommended using the \$15,000 for PPI to continue their work. Further discussion followed regarding the length of time for facilitation.

Commissioner Chilcott stated there are some local facilitators that could be utilized. It may be a good time to put them in the process. He suggested bringing some local people in to save money. Commissioner Grandstaff stated it is not a bad idea. Commissioner Rokosch stated he is not comfortable with designating the money to PPRI. Karen stated Planning gave her a MOU to modify with Clarion. She requested direction if the Board does not want to continue with Clarion. Commissioner Chilcott stated maybe this is the time to bring it to a local level. It has not been the intent to control and dictate what is going to happen. Commissioner Driscoll stated the work itself is at question. When you have a good facilitator is when you get the stable personality for progress. She asked how to get the “meat” out of the meetings and who is the best at doing it. Commissioner Chilcott stated Kit Sutherland has always been neutral and has earned the community’s trust. Commissioner Rokosch stated along the lines of spending the money effectively, Clarion is willing to pursue TDRs and finish the final set of regulations. It may be best to hire another outfit for the TDR study developing the code. He stated he has some concerns with Clarion’s ability as facilitators. Shaun stated Staff agrees with Commissioner Rokosch. Considering the history with PPRI and the RFP process it might be good to keep the continuity with them.

Renee stated the MOU states if they want to ask Clarion’s advice they will pay them an hourly rate. Karen stated if Staff wants to use Clarion, the \$15,000 needs to be specified. Commissioner Grandstaff stated she does not want to spend the \$15,000 on facilitation when there is other funding available. Karen stated there are still some tasks under Clarion’s contract that would not be hourly. Renee stated Staff is recommending not spending the \$15,000 entirely on Clarion. Commissioner Chilcott requested clarification of the terms of the Clarion Contract. Renee replied it can be updated and they can give some feed back on regulations. Karen replied the legal answer is no, the contract has not been finished. Renee added the current contract does not require paying an amount. **It was the Board’s consensus to update the Clarion contract.**

Renee asked if the Board wants to contract with PPRI to facilitate Casey's Group. Commissioner Driscoll stated for the small groups, she would like to see local facilitators such as Kit. Renee stated Daisy from PPRI has had the most experience with Casey's Group. Further discussion followed regarding the cost. **Commissioner Rokosch requested Renee write the agreement with PPRI.**

Shaun reviewed municipalities and sewer districts on zoning. He stated the best way is to work with them one at a time. Commissioner Grandstaff stated there is a meeting being set up for Hamilton City regarding the annexations and how to fold it into the need for zoning. Commissioner Driscoll stated she would like to have something already done for the baseline prior to the meeting. Commissioner Chilcott stated he agrees with Commissioner Driscoll. It makes sense to sit down at the table to have the framework done prior to the meeting.

Jen stated at the last municipality meeting, Land Hanson and the Hamilton City Council stated they were going back through their regulations to see what they wanted and come back with a list. Commissioner Rokosch added actual district designations such as residential versus commercial versus institutional.

Commissioner Rokosch stated Flatiron creates a live opportunity of what needs to be incorporated in the inter-local agreement. Commissioner Grandstaff stated their annexation process is appropriate for annexation for whole neighborhoods but inappropriate for annexing in places on the outskirts. Commissioner Driscoll discussed the financial constraints upon residents as a result of annexation. Shaun proposed Staff to contact land owners.

Vanessa stated she will be doing a training session for Open Lands program.

Laura stated over the past two months, she has had over 200 points of contacts regarding both floodplain and streamside setbacks. She stated with LiDAR mapping, she is waiting on Ken Miller and Joe Frohlich to get the data maps onto the server. She stated FEMA finally gave the contract to a survey consulting firm in Missoula. They will need the data maps. She stated FEMA proposed to do new detailed studies on Eight Mile and Three Mile Creek.

► The Board met for a Department Head meeting to discuss budget issues.